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**Municipality/Organization:** Dover/Highway Dept.

**EPA NPDES Permit Number:** MAR041107

**MaDEP Transmittal Number:** W-040845

**Annual Report Number 4**

**& Reporting Period:** April 1, 2006 – March 31, 2007

## **NPDES PII Small MS4 General Permit Annual Report**

### **Part I. General Information**

**Contact Person:** ROBERT H. HOMER, P.E.

**Title:** TOWN ENGINEER

**Telephone #:** 508-785-8112

**Email:** Engineer@Dover.org

**Mailing Address:** 5 Springdale Ave., Dover 02030

#### **Certification:**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

**Signature:** David W. Heinlein

**Printed Name:** David W. Heinlein

**Title:** Chairman, Dover Board of Selectmen

**Date:** 5/8/07

## Part II. Self-Assessment

- . At present there is no storm water advisory committee and no public participation. By-laws regarding erosion control, have been adopted.
- . The selected BMPs are appropriate and has been practiced prior to Phase II
- . We are making steady progress achieving our measurable goals
- . There has not been any testing within our Urban Areas.
- . During this reporting cycle Public Education and Outreach has been started.
- . There are no changes in the BMPs or measurable goals.
- . The CWRA is a partner in our efforts to comply with Phase II provisions.

Although the first item above has yet to be resolved, the intent of the Phase II program is being met not only in our Urban Areas, but throughout the entire town. We require strict erosion control on all projects regardless of the extent of areas to be disturbed and we get 100% compliance from engineers, contractors and owners.

The Board of Health has adopted our erosion control notes and contribute to the enforcement of the criteria. These provisions have been included in the Planning Board Rules and Regulations.

We also have town by-laws requiring runoff from impervious areas to be discharged below ground. If the impervious area exceeds the lot area by 10%, leaching facilities have to be provided. This applies to new homes and additions or renovations and is enforced by the town Building Department. This bylaw predates Phase II by many years. Even if a permit plan shows the impervious area is less than 10%, additional means of mitigating runoff is required if there is the possibility of adverse impact on adjacent property.

## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year <del>86</del> (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year <del>87</del>
2.1 Revised	Stormwater Committee	Selectmen	Appoint Members	No Appointments CWRA is town partner	No Plans
2.2 Revised	Adopt a Stream	None	None	Nothing	Nothing
2.3 Revised	Adopt a Street	None	None	Nothing	Nothing
2.4 Revised	Stormwater Management Plan	Engineering	Complete Plan	Completed	Nothing
Revised					
Revised					

### 2a. Additions


### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year <del>86</del> (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year <del>87</del>
3.1 Revised	Map drain systems	Engineering	Map systems and outfalls	Completed	Nothing
3.2 Revised	Capital budget and Planning	Engineering and Highway	Inspected outfalls	Inspected outfalls	No illicit discharges
Revised					
Revised					
Revised					
Revised					
Revised					

#### 3a. Additions


#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year <i>86</i> (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year <i>87</i>
4.1	Town Regulations	Engineering Selectmen	Develop regulations Erosion control notes	Town by-law governing stormwater runoff	Develop site plan review check list to be handed out by Building Dept. with building permit package
Revised					
4.2	Site Plan review	Engineering	Alert site designers Regarding review check list	Site designers complying with check list	Continued review of checklist compliance
Revised					
4.3	Site Inspection	Engineering	Contractor/Owner compliance	Excellent compliance with criteria governing erosion control and stormwater discharge below ground	Continued enforcement of criteria
Revised					
Revised					
Revised					
Revised					

#### 4a. Additions


## 5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year <del>86</del> (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year <del>87</del>
5.1 Revised	Town by-laws Planning Board Rules And Regulations	Engineering Planning Board	Adopt by- laws and regulations	By-laws adopted R & R revisions reviewed and comments incorporated	Review of Ch. 40B comprehensive permits for compliance with revised Rules and Regulations
5.2 Revised	Design standards	Planning Board	Revise Rules and Regulations	Completed	Revisions adopted
5.3 Revised	Final Site Inspection	Engineering	Identify non-compliance with approved definitive plan of infrastructure	Latest subdivision street non-compliance addressed and street acceptance approved	Inspection of ongoing construction Of Ch. 40B project for compliance with comprehensive permit
Revised					
Revised					
Revised					
Revised					

### 5a. Additions


## 6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year <del>56</del> (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year <del>57</del>
6.1 Revised	Coordination of town departments	Selectmen	Compliance with Phase II	No non-compliance	Continue coordination
6.2 Revised	Questionnaire on activities	Engineering	Evaluate response	De-icing chemicals monitored Fertilizers, pesticide and herbicides are all organic	Continue monitoring
6.3 Revised	Street cleaning	Highway	Schedule operations	Annual spring cleanup and as needed	Continue maintenance
6.4 Revised	Catch Basin cleaning	Highway	Schedule streets	Basins cleaned and silt composted in town compost area	Continue maintenance
6.5 Revised					
Revised					

### 6a. Additions

6.6	Training municipal employees	Selectmen	Training by department heads	Instructions completed	Supervising work of employees

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year <del>86</del> (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year <del>87</del>
7.1 Revised	Check outfalls	Engineering	Schedule inspections	All outfalls identified and inspected No partners	Continue periodic inspection
7.2 Revised	Identify impaired waters	Engineering	Test for water quality	No testing	Stormwater discharge at Ch. 40B project to be tested
7.3 Revised	Establish TDMLs	Engineering	Identify pollutant source	None found	Continue observations
7.4 Revised	Pollutant removal	Engineering	Ch. 40B project stormwater treatment	Stormwater treatment units Proposed for 40B project	Inspection of stormwater treatment units
Revised					
Revised					

7a. Additions


7b. WLA Assessment



#### Part IV. Summary of Information Collected and Analyzed

Our mapping of Urban Areas is complete and the outfalls inspected for illicit discharges. Dover has no public sewers, hence no chance of CSOs. There is no industry and a very small business area. There is very little agriculture beyond home gardens. Outfall flows have not been tested.

#### Part V. Program Outputs & Accomplishments (OPTIONAL)

##### Programmatic

Stormwater management position created/staffed	(y/n)	
Annual program budget/expenditures	(\$)	

##### Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	

##### Legal/Regulatory

Regulatory Mechanism Status (indicate with "X")		
▪ Illicit Discharge Detection & Elimination		
▪ Erosion & Sediment Control		



## TOWN OF DOVER

P.O. Box 250  
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May 10, 2007

United States Environmental Protection Agency  
Region 1  
1 Congress Street  
Boston, Ma. 02114

Reference: NPDES PII Small MS4 General Permit Annual Report  
EPA NPDES Permit Number MAR041107

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To whom it may concern:

We are submitting herewith the Annual Report of our progress in implementing  
The Phase II Storm Rule Provisions for the period April 1, 2006 – March 31, 2007.

Very truly yours,

A handwritten signature in cursive script, reading "Robert H. Homer".

Robert H. Homer, P.E.